**Project FAQs**

ED 592A – Fall 2011

**General Information**

This project is very different from projects you have completed during your coursework. This project will focus on the ***process*** of developing a research study. The first semester will focus on identifying a problem and grounding the identified problem in current literature. After the problem is identified and grounded you will begin to develop the instruments and procedures for conducting the research.

In the second semester (ED 592B) you will collect your data, measure your data and form your conclusions. ADD INFO on CH 4 & 5 from syllabus for ED 592B.

**Project Format, Style, and Mechanics**

The proposal and final project must follow APA publication manual, 6th edition. To save your efforts in re-formatting it before the defense (Dec. 2011), all work from the very beginning should follow the APA format. A list of common errors of APA style is provided to you as an appendix of this document. You may also find the following website on APA format useful: <http://owl.english.purdue.edu/owl/resource/560/16/>

All of these documents provide you information in addition to APA style.

**The Proposal Defense**

A completed dissertation proposal includes the following:

* Title page
* Abstract (about X words)
* Table of Contents
* List of tables/figures
* List of Appendixes
* **Chapter I—Introduction & Statement of the Problem**
* **Chapter II—Literature Review**
* **Chapter III—Research Methodology (Instruments and Procedures)**
* References
* Appendixes

**Common APA Errors**

**From APA Publication Manual, 6th Edition**

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| 1 | Preparing manuscript; APA 8.03, pp. 228-230; Format, line spacing, margins, title page, running head. See also APA 2.01, p. 23 |
| 2 | Organizing a manuscript with headings; APA 3.02, p. 62  Levels of headings APA 3.03, p. 62-63 |
| 3 | Introductory paragraph should give overview of the points to be made in the paper. In the body of the paper, each paragraph should make a point and should offer supporting evidence. Final paragraph should summarize points made and should draw conclusions. The final paragraph should not introduce new information. |
| 4 | Attribution - Improper use of third person rather than correct use of first person; incorrect use of universal “we” rather than correct use of editorial we. APA, 3.09; p. 9 |
| 5 | Smoothness of Expression and Tone: Avoid commenting in an informal way or utilizing a literary rather than a scholarly style. APA 3.06, 3.07, p. 66 |
| 6 | Precision and Clarity: Pronouns, such as *this*, *that*, *these*, and *those*; confusing the reader; APA 3.09, p. 68;  See Wikipedia article about *Weasel words*: <http://en.wikipedia.org/wiki/Wikipedia:Avoid_weasel_words>  <http://en.wikipedia.org/wiki/Weasel_word> |
| 7 | Colloquial expressions weaken statements: Use of the words such as *practically* *all*, *quite*, *a large part*, and other expressions that are more conversational/creative rather than scholarly. APA, 3.09, p. 68  See Wikipedia article about *Weasel words*: <http://en.wikipedia.org/wiki/Wikipedia:Avoid_weasel_words>  <http://en.wikipedia.org/wiki/Weasel_word> |
| 8 | Unit Length; One sentence as a paragraph, or not enough paragraphs; APA 3.08, p. 68 |
| 9 | Overreaching – Be careful not to make statements of fact that are not clearly supported by the literature or by the findings of your study. Consider carefully words like *will, must, definitely, certainly,* etc. Any statement made that is not supported by your own findings must be supported by a citation from the literature. |
| 12 | Use of passive voice rather than active voice. APA 3.18, p. 77 |
| 13 | Pronoun agreement with noun it replaces, e.g. singular, gender, etc. , APA 3.20, p. 79-80 |
| 18 | Punctuation - Use commas to set off an introductory clause and nonessential clauses; APA 4.03, p. 88 |
| 20 | Abbreviations  Use of periods with abbreviations, APA 4.02, p. 88  Latin abbreviations, e.g. APA 4.26, p. 108  Plurals of abbreviations, APA 4.29, p. 110  Acronyms, APA 4.02, p. 88 |
| 22 | Numbers, 10 and above, and the exceptions; APA 4.31-4.38, pp. 111-114 |
| 23 | Citations and Plagiarism; APA 6.0; 6.01; 6.02; p. 169-170 |
| 24 | Quotations of sources, APA 6.03, p. 170-171; Paraphrasing; APA 6.04, p. 171 |
| 25 | Reference citations in text, APA 6.11-6.21, pp. 174-179, See table 6.1, p. 177 |
| 26 | Unreliable Sources – sources that are not valid scholarly sources, first person accounts, or are too questionable. (i. e. Wikipedia, hearsay, internet site that is user-generated that claims to provide facts but could be cited from a more reliable source) |
| 27 | Reference List; APA 6.22 - 6.30, pp. 80-187  Double-spacing and hanging indent; APA p. 180 |
| 28 | Electronic sources in reference page; use of URL and DOI (digital object identifiers); APA 6.31-6.32, p. 187-192 |
| 29 | Secondary citations (should avoid if at all possible as could perpetuate false information; go to original source). If you must use a secondary citation because the original source is out of print or not attainable (such as old classic sources) then use proper format; APA 6.24, p. 181. Using archival copy or version of record |
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